ADMINISTRATIVE-INTERNAL USE ONLY
Security Records Division
STATISTICAL REPORT - FY 1974

1. Case Processing.

Month	COVERT CASES					OVERT CASES					OVERT MISCELLANEOUS CASES					TOTALS			
	Pending BOB	Received	Processed #	Pending COB	Date of Oldest Case	Pending BOB	Received	Processed #	Pending COB	Date of Oldest Case	Pending BOB	Received	Processed #	Pending COB	Date of Oldest Case	Pending BOB	Received	Processed #	Pending COB
J	123	936	1024	35	7/27	48	631	578	101	*7/30 **7/27	66	537	555	48	7/26	237	2104	2157	184
A	35	1427	1280	182	8/29	101	404	487	18	*8/30 **8/30	48	936	877	107	8/29	184	2767	2644	307
S	182	1078	1173	87	9/25	18	458	433	43	*9/26 **9/26	107	586	664	29	9/26	307	2122	2270	159
O	87	1259	1211	135	10/29	43	435	418	60	*10/29 **10/29	29	669	583	115	10/29	159	2363	2212	310
N	135	1140	1135	140	11/28	60	387	412	35	*11/27 **11/28	115	671	733	53	11/28	310	2198	2280	228
D	140	824	857	107	12/26	35	288	306	17	*12/27 **12/26	53	453	286	220	12/18	228	1565	1449	344
J	107	1291	1254	144	1/26	17	451	416	52	*1/28 **1/30	220	702	843	79	1/29	344	2444	2513	275
F	144	1162	1197	109	2/26	52	717	703	66	*2/26 **2/26	79	585	660	4	2/27	275	2464	2560	179
M																			
A																			
M																			
J																			
T																			

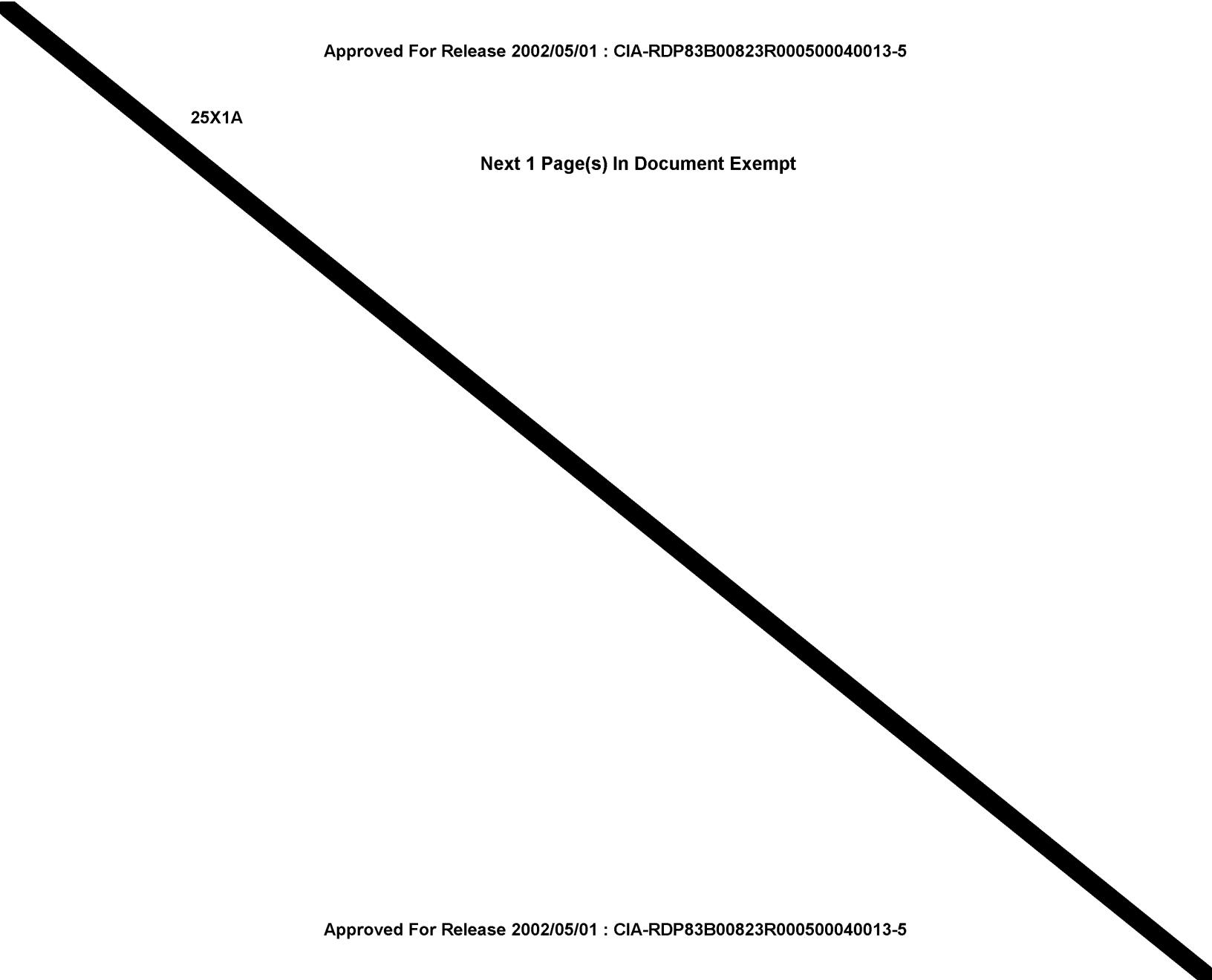Total Received FY

Total Processed FY

*Accountable Cases.
**Non-Accountable Cases.
#Statistics furnished for OS monthly report.

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STATISTICAL REPORT - FY 1974

4. Communications Activities.

Month	POUCH MANIFEST ITEMS			TWX TRAFFIC			DISPATCHES			CABLES			Non-Agency Cables Handled *	Total Messages *
	In	Out	Total	Received	Sent	Total *	Received	Sent	Total *	Received	Sent	Total *		
J	---	---	-----	618	483	1101	266	53	319	1012	396	1408	2432	5260
A	0	2971	2971	684	501	1185	274	48	322	963	426	1389	2758	8625
S	1246	2460	3706	589	402	991	257	40	297	913	413	1326	2480	8800
O	3390	3571	6961	773	494	1267	331	46	377	1296	463	1759	3108	13472
N	3471	2771	6242	730	391	1121	280	42	322	947	362	1309	2239	11333
D	3011	1800	4811	575	265	840	216	43	259	770	.319	1089	1730	8729
J	Discontinued.			683	491	1174	253	65	318	833	379	1212	2246	4950
F	Discontinued			645	397	1042	170	92	262	970	443	1413	2001	4718
M														
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J														
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*Statistics furnished for OS monthly report.

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STATISTICAL REPORT - FY 1974

5. Case Analysis Activities.

Month	COVERT CASES				OVERT CASES				TOTALS				Case Summaries Prepared *	SANCA RECORD INFORMATION	
	Pending BOB	Received	Completed	Pending COB	Pending BOB	Received	Completed	Pending COB	Pending BOB	Received	Completed *	Pending COB		Reference Material Reviewed	Summaries Prepared
J	2	434	435	1	0	324	318	6	2	758	753	7	181	---	---
A	1	515	515	1	6	316	318	4	7	831	833	5	228	---	---
S	1	457	456	2	4	244	242	6	5	701	698	8	188	687	95
O	2	520	516	6	6	298	293	11	8	818	809	17	215	184	52
N	6	470	462	14	11	289	289	11	17	759	751	25	205	202	66
D	14	350	362	2	11	227	233	5	25	577	595	7	142	24	11
J	2	495	482	15	5	280	270	15	7	775	752	30	175	329	75
F	15	414	428	1	15	445	452	8	30	859	880	9	325	778	13
M															
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*Statistics furnished for OS monthly report.

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6. Information Processing
   Division Checks.

STATISTICAL REPORT - FY 1974

Month	COVERT CASES				OVERT CASES				TOTALS				Special Telephone Requests for IP Info/Documents	IP References Reviewed *	POSITIVE RESULTS TO REQUESTORS			IP Requests for OS Checks
	Pending BOB	Requested	Completed	Pending COB	Pending BOB	Requested	Completed	Pending COB	Pending BOB	Requested	Completed *	Pending COB			Summaries	Documents	201 Files	
J	37	636	593	80	38	469	495	12	75	1105	1088	92	32	193	36	6	43	35
A	80	622	600	102	12	350	300	62	92	972	900	164	299	170	16	7	48	47
S	102	602	667	37	62	356	388	30	164	958	1055	67	44	131	20	10	38	37
O	37	596	561	72	30	345	361	14	67	941	922	86	73	110	3	10	56	73
N	72	551	595	28	14	307	287	34	86	858	882	62	85	147	9	11	38	10
D	28	492	477	43	34	158	190	2	62	650	667	45	73	118	10	4	22	5
J	43	664	639	68	2	329	262	69	45	993	901	137	170	238	7	16	49	2
F	68	586	566	88	69	230	230	69	137	816	796	157	140	267	13	12	92	4
M																		
A																		
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J																		
T																		

*Statistics furnished for OS monthly report.

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STATISTICAL REPORT - FY 1974

7. File Retirement Activities.

Month	Files Reviewed for Retirement *	Footage of Material Destroyed	Files Retired *	Number of Boxes	Files Retired To Date *	Number of Boxes	Files Recalled from Records Center *	Files Reactivated *	Files Reactivated To Date	Files Reactivated To Microfiche	MICROFICHE PROJECT Pages Prepared	Files Filmed	Files Destroyed Without Filming
J	3963	13	2984	32	260697	3308	443	159	16024	582	16864	738	14
A	2374	8	2743	24	261056	3332	459	119	16143	2079	66835	1827	186
S	653	4	395	4	258088	3336	378	2	16145	1933	44401	1684	1428
O	753	4	389	4	254679	3340	292	278	16423	2235	42510	1419	1285
N	1348	8	351	5	252973	3241	339	120	16543	1583	42415	996	354
D	1516	8	608	8	251929	3241	219	106	16649	1333	19081	2659	13
J													
F					SEE NEXT REPORT FOR JAN. THRU JUN.								
M													
A													
M													
J													
T													

* Statistics furnished for OS monthly report.

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7. Microfiche and File Retirement Activities

Month	Files Reviewed for Microfiche/Retirement *	Pages Prepared for Microfiche *	Files Microfiched *	Files Destroyed without Filming	Footage of Material Destroyed	Files on Microfiche * to date	Files Retired at Records Center * to date	Number of Boxes at Records Center	Files Recalled from Records Center *	Files Reactivated from Retirement *
J										
A										
S										
O										
N										
D										
J	1388	7949	2245	35	18	14933	250221	3241	400	62
F	2508	38639	2215	0	34	16489	251226	3261	520	144
M										
A										
M										
J										
T										

* Statistics furnished for OS monthly report

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STATISTICAL REPORT - FY 1974

8. Compartmented Information Activities.

Mo.	PERSONS OF RECORD						SPECLE MACHINE RUNS TO USERS			NAMES SEARCHED			CABLE ACTIONS			BRIEFING ACTIONS		
	Beginning Of Month	Additions	Deletions	Other SPECLE Changes	Total Changes*	End Of Month*	Regular	Special	Total Furnished	Machine	Manual	Total	Received	Prepared	Total Actions	Briefings Conducted	Debriefings Conducted	Total Briefings Conducted*
J	96009	2143	1923	3355	7421	96229	28	3	31	9229	17703	26932	861	442	1303	148	57	205
A	96229	2780	2275	3724	8779	96734	26	5	31	8689	14458	23147	972	469	1441	179	122	301
S	96734	2014	1432	5784	9230	97316	19	4	23	5614	16977	22591	801	437	1238	138	87	225
O	97316	2245	1543	42548	46336	98018	17	0	17	4368	36588	40956	849	435	1284	162	45	207
N	98018	2231	1227	7546	11034	99022	10	9	19	3382	21260	24642	816	415	1231	90	55	145
D	99022	1805	805	2542	5152	100,022	12	0	12	2819	11594	14413	679	494	1173	100	87	187
J	100022	1799	1413	3362	6574	100408	16	2	18	4543	11706	16249	864	489	1353	122	50	172
F	100408	2230	1835	2904	6969	100803	12	-	12	4184	11610	15794	762	379	1141	104	46	150
M																		
A																		
M																		
J																		
T																		

*Statistics furnished for OS monthly report.

Terminal (SPECLE) down time:

July	August	September	October	November	December	January	February
47 Hrs.	58 Hrs.	28 Hrs.	61 Hrs.	31 Hrs.	30Hrs.	21 Hrs.	21 Hrs.

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STATISTICAL REPORT - FY 1974

9. Outside Agency Namecheck Activities. *

	STATUS OF OANC REQUESTS													COMPLETED CASES WITH POSITIVE RESULTS			
	Liaison				IP Division				Totals								
Month	Pending BOB	Received	Completed	Pending COB	Pending BOB	Received	Completed	Pending COB	Pending BOB	Received	Completed	Pending COB	Pending Over 15 Days	Overt Files Reviewed By Other Agencies	Blind Memos Prepared From Covert Files	Memos Prepared From Overt Files	Total
J	733	6080	5205	1608	0	13	13	0	733	6093	5218	1608	75	279	94	281	654
A	1608	6748	6451	1905	0	11	11	0	1608	6759	6462	1905	78	411	123	358	892
S	1905	5756	5492	2169	0	7	7	0	1905	5763	5499	2169	80	269	84	280	633
O	2169	6587	7237	1519	0	7	7	0	2169	6594	7244	1519	76	409	154	351	914
N	1519	7159	7392	1286	0	11	11	0	1519	7170	7403	1286	80	368	161	345	874
D	1286	5295	5062	1519	0	14	14	0	1286	5309	5076	1519	77	231	85	216	532
J	1519	7132	7681	970	0	7	7	0	1519	7139	7688	970	73	388	166	386	940
F	970	4994	5640	324	0	12	12	0	970	5006	5652	324	71	281	120	251	652
M																	
A																	
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*Statistics furnished for OS monthly report.

Security Records Division

WORK MEASUREMENT STATISTICS - FY 1974

BRIEF ACTIVITY DESCRIPTION	BASE UNITS	Cumulative Through February 1973		Cumulative Through February 1974		% Change + -
		Units Produced	Man-years Assigned	Units Produced	Man-years Assigned	
1. Case Processing.	1. Cases opened based on requests for a security clearance. 25X1A	18819	10	18085	11	- 13.9 3.9
2. Indices Activities.	2. Collective total of [ ] searches, cards filed, cards typed, cards pur[ ], security documents numbered.	114259	8	152445	7	52.5 + 33.4
3. Filing Activities.	3. Collective total of files requested, files pulled, folders filed, security documents filed, files recharged, PSU requests, scope searches. 25X1A	556799	14	490037	12	+ .2 - 11.9
4. Computer Support Activities.	4. Collective total of [ ] case searches, systems update transactions, CIB transactions, Miscellaneous Keypunch Activity, 1050 Telecommunications transactions.	488513	10	657215	10	+ 34.7
5. Communication Activities.	5. Collective total of [ ] teletype, dispatch, Agency cable and non-Agency cable traffic handled.	42277	3	41216	4	26.9 - 2.5
6. Case Analysis Activities.	6. Collective total of cases completed, case summaries prepared and reference material reviewed and summarized.	9981	5	10246	5	+ 2.7

Security Records Division

WORK MEASUREMENT STATISTICS - FY 1974

BRIEF ACTIVITY DESCRIPTION	BASE UNITS	Cumulative Through February 1973		Cumulative Through February 1974		% Change + -
		Units Produced	Man-years Assigned	Units Produced	Man-years Assigned	
7. Information Processing Division Check Activities.	7. Collective total of checks requested, references reviewed, summaries prepared, material furnished requestors and IPD checks levied on OS.	13219	2	9497	2	- 28.2
8. File Retirement Activities.	8. Collective total of files reviewed for retirement/microfiche, files retired, and files microfiched.	41315	3	30352	3	- 26.5
9. Microfiche Activities.	9. Collective total of pages prepared and files filmed.	52151	2	290262	9	23.7 +456.6
10. Compartmented Information Activities - Recordkeeping.	10. Collective total of changes to master record, names searched and cable actions.	201715	10	293383	10	+ 45.5
11. Compartmented Information Activities - Briefings.	11. Briefings/debriefings conducted.	1473	1	1592	1	+ 8.1
12. Outside Agency Name Check Activity.	12. Collective total of completed requests for checks and supporting memoranda prepared in cases with positive results.	55711	3	56333	3	+ 1.1
	CUMULATIVE TOTALS	1596232	71	2050663	78	16.9 + 28.5